



MADURAI KAMARAJ UNIVERSITY



University with Potential for Excellence
Re-Accredited by NAAC with 'A' grade in the 3rd cycle
Palkalai Nagar, Madurai – 625 021

Applications in the prescribed form in 8 copies are invited from the eligible candidates for the following posts, so as to be received by the Registrar i/c., Madurai Kamaraj University, superscribing the envelope with “**Application for the post of**”

| Sl.No. | Advertisement No. | Post |
|--------|-------------------|---|
| 1. | R/27/MKU/2017 | Registrar |
| 2. | R/28/MKU/2017 | Controller of Examinations |
| 3. | R/29 /MKU/2017 | Dean (College Development Council) |
| 4. | R/30 /MKU/2017 | Director, Directorate of Distance Education |
| 5. | R/31 /MKU/2017 | Additional Controller of Examinations |
| 6. | R/32/MKU/2017 | Director, UGC-Human Resource Development Centre |

Application form, prescribed Qualification, general instructions and other details are available at the University Website: www.mkuniversity.org

The last date for receipt of filled in applications is **14.07.2017**. Applications received after the last date will not be considered.

Place: Madurai -625 021
Date : 24.06.2017

REGISTRAR i/c.

REGISTRAR

QUALIFICATIONS:

Good academic record with at least 55% of the marks or its equivalent grade of B in the 7 point scale where grading system is practiced at the Master's degree level from an Indian University or an equivalent degree from a foreign University. A relaxation of 5% will be provided from 55% to 50% of the marks at the Master's level for the SC/ST category. A relaxation of 5% from 55% to 50% of the marks will be provided to the Ph.D. Degree holders, who have passed their Master's degree prior to 19th September 1991.

- i. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000/- and above or with eight years of service in the AGP of Rs. 8000/- and above including as Associate Professor along with experience in Educational Administration.

OR

- ii. Comparable experience in research establishment and/or other institutions of higher education.

OR

- iii. 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or in equivalent posts.

Ph.D. qualification is desirable.

Note:

Tenure : The appointment will be on tenure basis for a period of THREE Years.

The Registrar shall not continue to hold office after the attainment of fifty eight years.

Scale of Pay: Rs.37400-67000 with a Grade Pay of Rs.10,000/-.

CONTROLLER OF EXAMINATIONS

QUALIFICATIONS:

Good academic record with at least 55% of the marks or its equivalent grade of B in the 7 point scale where grading system is practiced at the Master's degree level from an Indian University or an equivalent degree from a foreign University. A relaxation of 5% will be provided from 55% to 50% of the marks at the Master's level for the SC/ST category. A relaxation of 5% from 55% to 50% of the marks will be provided to the Ph.D. Degree holders, who have passed their Master's degree prior to 19th September 1991.

- i. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000/- and above or with eight years of service in the AGP of Rs. 8000/- and above including as Associate Professor along with experience in Educational Administration.

OR

- ii. Comparable experience in research establishment and/or other institutions of higher education.

OR

- iii. 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or in equivalent posts.

Note:

Tenure: The appointment will be on tenure basis for a period of THREE Years.

The Controller of Examinations shall not continue to hold office after the attainment of fifty eight years.

Scale of Pay: Rs.37400-67000 with a Grade Pay of Rs.10,000/-.

ADDITIONAL CONTROLLER OF EXAMINATIONS

QUALIFICATIONS:

Good academic record with at least 55% of the marks or its equivalent grade of B in the 7 point scale where grading system is practiced at the Master's degree level from an Indian University or an equivalent degree from a foreign University. A relaxation of 5% will be provided from 55% to 50% of the marks at the Master's level for the SC/ST category. A relaxation of 5% from 55% to 50% of the marks will be provided to the Ph.D. Degree holders, who have passed their Master's degree prior to 19th September 1991.

- i. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000/- and above or with eight years of service in the AGP of Rs. 8000/- and above including as Associate Professor along with experience in Educational Administration.

OR

- ii. Comparable experience in research establishment and/or other institutions of higher education.

OR

- iii. 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or in equivalent posts.

Note:

Tenure: The appointment will be on tenure basis for a period of THREE Years.

The Additional Controller of Examinations shall not continue to hold office after the attainment of fifty eight years.

Scale of Pay: Rs.37400-67000 with a Grade Pay of Rs.10,000/-.

DIRECTOR, DIRECTORATE OF DISTANCE EDUCATION

QUALIFICATIONS:

Good academic record with at least 55% of the marks or its equivalent grade of B in the 7 point scale where grading system is practiced at the Master's degree level from an Indian University or an equivalent degree from a foreign University. A relaxation of 5% will be provided from 55% to 50% of the marks at the Master's level for the SC/ST category. A relaxation of 5% from 55% to 50% of the marks will be provided to the Ph.D. Degree holders, who have passed their Master's degree prior to 19th September 1991.

- i. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000/- and above or with eight years of service in the AGP of Rs. 8000/- and above including as Associate Professor along with Experience in Educational Administration.
- ii. Out of the 15 years of teaching & research experience applicants shall have 5 years of administrative experience in University/ College/ Distance Education.
- iii. Expertise in on-line Education / Web-based Education/Mobile Technology in Education.

Note:

Tenure: The appointment will be on tenure basis for a period of THREE Years.

Scale of Pay: Rs.37400-67000 with a Grade Pay of Rs.10,000/-.

DEAN (COLLEGE DEVELOPMENT COUNCIL)

QUALIFICATIONS:

1. A Master's degree with at least 55% marks or its equivalent grade of B in the UGC seven point scale with Ph.D Qualification in the respective field.
A relaxation of 5% will be provided from 55% to 50% of the marks at the Master's level for the SC/ST category. A relaxation of 5% from 55% to 50% of the marks will be provided to the Ph.D. Degree holders, who have passed their Master's degree prior to 19th September 1991.
2. At least 15 years of experience in teaching / research (or) both.
3. Preference may be given to candidates with proved ability in executing and implementing funded research projects/innovative programmes in teaching and research.
4. Research publications are desirable.
5. Administrative Experience is desirable.

Or

An eminent scholar with established reputation in the relevant field who has made significant contributions to knowledge, in the concerned / relevant discipline, to be substantiated by documents.

Note:

Tenure: The appointment will be on tenure basis for a period of THREE years not beyond the age of 65 years.

Scale of Pay: Rs.37400-67000 with a Grade Pay of Rs.10,000/-.

DIRECTOR, UGC-HUMAN RESOURCE DEVELOPMENT CENTRE

QUALIFICATIONS:

- i. An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- ii. A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- iii. Contribution to educational innovation, design of new curricula and courses, and technology-mediated teaching learning process.
- iv. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this Regulation in Appendix III

OR

An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

Note:

Tenure: The appointment will be on tenure basis for a period of THREE Years.

Scale of Pay: Rs.37400-67000 with a Grade Pay of Rs.10,000/-.

INSTRUCTIONS TO CANDIDATES

1. Prescribed application form downloaded from the University website (mkuniversity.org) should be accompanied by a Demand Draft for Rs.500/- drawn in favour of the Registrar, Madurai Kamaraj University, Madurai 625 021 and a self-addressed envelope of 27x12 cms. Size stamped to the value of Rs.27/-. In the case of SC/ST candidates, the cost of application will be Rs.250/- only on production of attested Xerox copy of community certificate.
2. Application shall be addressed to the Registrar, Madurai Kamaraj University, Palkalai Nagar, Madurai – 625 021 with a copy to the Vice-Chancellor (by designation only).
3. Applicants are required to forward their applications (8 copies) in the prescribed form with full particulars viz., Xerox copies of the following should be sent along with the application.
 - a. Proof of age with an attested copy of the first of page of SSLC Book.
 - b. Degrees (with year/years of passing and University in which the degrees were taken)
 - c. Other academic distinctions, publications, if any;
 - d. Name of two persons to whom a reference can be made.
4. Applications from candidates who are employed will be considered only if, they are forwarded through proper channel. Advance copies may, however, be sent directly by the candidate and the same will be considered only if consent/No objection Certificate of the employer is produced at the time of interview.
5. Pay protection will be applicable to those who are in regular service in the Government Institutions or Government Aided institutions.
6. Applicants who attempt to bring influence in any manner shall be disqualified.
7. The filled in application shall reach the undersigned on or before 5.45 pm on **14.07.2017**. The applications received after the last date and applications with incomplete particulars will be rejected, without any notice.
8. The Syndicate reserves the right to fill or not to fill up the post without assigning any reasons whatsoever. In the matter of recruitment, the decision of the Syndicate is final and any representation against non-selection will not be entertained under any circumstances.

REGISTRAR i/c.



MADURAI KAMARAJ UNIVERSITY
(University with Potential for Excellence)
Palkalai Nagar, Madurai – 625 021
Tamil Nadu, India



| Demand Draft Particulars | |
|--------------------------|--|
| Bank and Branch | |
| D.D. No. | |
| Amount | |

**Affix a recent
Passport size
Photograph with
Signature**

Application for the post of _____

(To be submitted in Eight Copies)

| | | |
|---|---------|--|
| 1. Name in full (in Block Letters) | TAMIL | |
| | ENGLISH | |
| 2. Father's Name | | |
| 3. Sex | | |
| 4. Marital Status | | |
| 5. Permanent Address with Pin Code | | |
| 6. Address for Communication with Pin Code (Phone No. and e-mail address, if any) | | |
| 7. a) Age and Date of Birth (Christian Era) | | |
| b) Place of Birth | | |
| c) District and State | | |
| 8. Nationality & Religion | | |
| 9. Name of the Community and Sub- caste (Attach Proof) | | |
| 10. If differently abled, give details | | |

| 11. Proficiency in Languages (Please underline your mother tongue): | | | | |
|---|------------|----------------|-----------------------|----------------------------|
| Read Only | Speak Only | Read and Speak | Read, Write and Speak | Examination Passed, if any |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| 12. Particulars of Educational Qualifications | | | | |
|---|---|--------------------|-----------------------------------|---------------------------------------|
| Examination Passed (Date on which degrees taken including Ph.D.) | Subjects / Subjects with specialization | Year of Passing | Percentage of Marks / Grade | Name of the College and University |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| 13. Title of the Thesis for the Research Degree(s): | |
|---|---------|
| Degree | Subject |
| M.Phil. | |
| Ph.D. | |
| Any other higher degree like D.Sc., D.Litt., etc., | |

16. Travel and Study Abroad: (State When, Where, What for and What did you achieve?)

| Country Visited | From | To | Purpose of Visit |
|------------------------|-------------|-----------|-------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

17. Administrative Experience:

| Office/ Instt. / Orgn. | Post Held | Period of Service | | Pay Scale & Salary (p.m.) / Last Drawn | Description of Work Done |
|---------------------------------------|------------------|--------------------------|-----------|---|-------------------------------------|
| | | From | To | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

(Total No. of Years of Administrative Experience _____)

18. Membership in Academic or Scientific Bodies:

| |
|--|
| |
|--|

| | |
|--|--|
| 19. Patents, Medals, Awards and Fellowships Obtained | |
| | |
| | |
| | |
| | |
| | |

| |
|--|
| 20. Experience in Extension Service (Proof to be enclosed) |
|--|

| |
|---|
| 21. Any additional information that the applicant may wish to be considered |
|---|

| | |
|--|--|
| 22. If appointed, time required for joining duty | |
|--|--|

| |
|--|
| 23. Testimonials: (Name, Designation and Address) Two testimonials from persons under whom one has either studies or worked be enclosed. 1. 2. |
|--|

24. References: Persons in responsible positions who are well acquainted with the applicant's character and work (other than relatives) with Name, Designation and Address.

1.

2.

3.

| | |
|--------------------------|----|
| 25. Item wise enclosures | 1 |
| | 2 |
| | 3 |
| | 4 |
| | 5 |
| | 6 |
| | 7 |
| | 8 |
| | 9 |
| | 10 |

I _____ hereby declare that all the

statements made in this application are true, complete and correct to the best of my knowledge

and belief and in the event of any of the information being found false or incorrect or any

ineligibility being detected before or after the interview, my candidature is liable to be cancelled

and action initiated against me.

Signature of the
Applicant

Place:

Date:

N.B.: 1) Attach separate sheets, if space provided in any column is not sufficient
2) If employed, the filled in application should be forwarded through proper channel.

Signature of the forwarding authority
with official seal and date